

In regards to best efforts in obtaining information for contributors, our process is outlined here. First, all invitations to events in which we expect to receive donations are mailed with an envelope requesting all the information mandated by the FEC. Additionally, in our office we keep a ledger for any walk-in donations we receive. If at any time we receive only partial information we call with in one week of the event if a number is available.

If there is no phone number, we use the internet to search for the contributor, as well as the local phone book. If we are not successful, we will send a letter via postal mail or email explaining the information we need and why.

We continue to actively attempt to contact the contributor up to 5 times. Then we maintain a list of contributors of who we do not have information in an attempt to periodically make contact and to be alerted if they attempt to make another contribution. Thirdly, we will file an amended report before our next filing is due if we are able to collect the information needed.